

**2016-17 Law and Justice Interim Committee
Work Plan Decision Matrix (adopted September 21, 2017)**

Topic	Why is this a topic?	Option A	Option B	Option C	Option D	Resources Allocated
The following studies were assigned to the LJIC by Legislative Council.						
Study meth and opioid abuse	HJ 6		<p>.05 FTE</p> <ul style="list-style-type: none"> Option C Panel discussion in mid-to-late 2018 after listening sessions and summit to receive update on initiative and the strategic plan and hear from selected partners <p>Deliverables:</p> <ul style="list-style-type: none"> Written summary Legislation 	<p>0.03 FTE</p> <ul style="list-style-type: none"> Monitor AG initiative: Addressing the Impact of Drugs (AID Montana) Attempt to schedule an LJIC meeting in conjunction with the AID summit in the fall Receive updates from AG staff, any LJIC members who participate in work groups, and LJIC staff, as requested Staff attend work group meetings, summit, and possibly listening sessions in July Update from AG on strategic plan before end of interim 	No Action	.05 FTE
Study use of solitary confinement	SJ 25	<p>0.5 to 0.75 FTE</p> <ul style="list-style-type: none"> Option B and C Survey state and county facilities to determine extent of use of solitary confinement, existence of policies, and reasons for the use of the practice <p>Deliverables:</p> <ul style="list-style-type: none"> Survey results and analysis Final report Legislation 	<p>0.3 FTE</p> <ul style="list-style-type: none"> Option C Staff research into types of and terms for solitary confinement, numbers and locations of institutions, national standards and best practices, approaches used in other states Panel discussions or stakeholder presentations on use in county jails, reasons solitary confinement, mental health services provided in facilities, suggestions on alternatives, possible effects of any proposed legislation <p>Deliverables:</p> <ul style="list-style-type: none"> Briefing papers and/or written summaries Final report Legislation 	<p>.15 FTE</p> <ul style="list-style-type: none"> Staff research into LJIC-selected issues from the study resolution Staff meetings with stakeholders Limited committee time dedicated to selected issues <p>Deliverables:</p> <ul style="list-style-type: none"> Background briefing papers on selected issues Written study summary Legislation 	No Action	0.3 FTE
The following are the LJIC's statutory duties						
Monitor agency operations * possible oversight topics could include several of those listed starting on page 5 of this document	Statute	<p>0.25 to 0.3 FTE</p> <ul style="list-style-type: none"> Option B Receive agency update at most meetings if possible Committee field trip to a site or agency selected by the LJIC Field trip could be held in conjunction with an off-site meeting 	<p>0.20 FTE</p> <ul style="list-style-type: none"> Option C Staff attends Helena-area agency meetings and presentations as possible, focusing on issues or topics raised by LJIC members or during meetings Additional research into aspects of selected programs or agencies Panel discussion or speakers during LJIC meeting to further address the program or agency <p>Deliverables:</p> <ul style="list-style-type: none"> Written summaries of the research or monitoring activities Potential legislation 	<p>0.05 FTE</p> <ul style="list-style-type: none"> Introductory presentation by agency at 1st or 2nd meeting Follow up presentations as requested by LJIC Limited monitoring or research into aspects of a program or agency(if and when LJIC chooses) 		0.2 FTE

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Agency monitoring: required reports	Statute		<p>0.01 FTE</p> <ul style="list-style-type: none"> ° Option C ° Agency present report during LJIC meeting ° Follow-up information or presentations provided upon request of LJIC <p>Deliverables:</p> <ul style="list-style-type: none"> ° Printed and electronic copies of required report ° Potential legislation 	<p>0.005 FTE</p> <ul style="list-style-type: none"> ° Receive written staff overview of required reports ° Receive copy of any required report <p>Deliverables:</p> <ul style="list-style-type: none"> ° Printed and electronic copies of required report ° Potential legislation 		0.01 FTE
Review administrative rules	Statute		<p>0.03 FTE</p> <ul style="list-style-type: none"> ° Option C ° Legal staff emails LJIC members in advance of any hearings on new rules proposed by any agency ° Committee hears presentation(s) from BOPP about progress on rule review process required by SB 64. The number of presentations would be determined by the committee. 	<p>0.02 FTE</p> <ul style="list-style-type: none"> ° Legal staff monitors agency adoption of rules and provides LJIC brief rule report prior to each meeting ° Staff will note issues of concern ° Committee may flag certain rules as important or of concern and may ask for additional information be provided on the rule 		0.03 FTE
Review agency legislation	Statute		<p>0.005 FTE</p> <ul style="list-style-type: none"> ° Committee reviews proposals from the agencies and Judicial Branch in early summer 2018; may authorize staff to draft legislation for preintroduction 			0.005 FTE
Agency monitoring: advisory councils and commissions, if requested by an LJIC member *See pages 8-9 of the work plan for a list of required reports	Statute	<p>Add 0.01 FTE for each advisory council or commission selected by the LJIC for further review</p> <p>Deliverables:</p> <ul style="list-style-type: none"> ° Staff overview ° Written summaries ° Legislation 	<p>0.01 FTE</p> <ul style="list-style-type: none"> ° Option C ° Direct staff to provide brief written summary of a specific council or commission's statutes, functions, operations, and work products ° Agency presentation on work of the council or commission <p>Deliverables:</p> <ul style="list-style-type: none"> ° Staff overview ° Written summary ° Legislation 	<p>0.005 FTE</p> <ul style="list-style-type: none"> ° Receive written staff overview of advisory councils and commissions at an early LJIC meeting ° Survey LJIC members on meetings for which they would be interested in receiving meeting notices <p>Deliverables:</p> <ul style="list-style-type: none"> ° Staff overview ° Legislation 	No Action	<p>0.005 FTE</p> <p>until a specific council or committee is requested</p>
The following topics are <u>optional</u> and it is up to LJIC committee members whether to pursue them as studies or as potential agenda items and what information it would like to receive.						
1855 treaty between tribes and the US regarding US obligation to provide law enforcement in Indian Country (SB 310 follow up. Allows CSKT to withdraw consent to be subject to criminal jurisdiction of the state)	Rep. Kipp		<p>0.05 FTE</p> <ul style="list-style-type: none"> ° Option C ° Overview of SB 310 and monitor any proposals related to jurisdiction changes <p>Deliverables:</p> <ul style="list-style-type: none"> ° Written summary ° Legislation 	<p>0.005 FTE</p> <ul style="list-style-type: none"> ° Panel discussion or presentation from experts in criminal jurisdiction in Indian Country <p>Deliverables:</p> <ul style="list-style-type: none"> ° Materials previously prepared on the topic from STRC and from LJIC's SJ 24 study in 2017 ° Legislation 	No Action	<p>0.005 FTE</p> <p>Selected 9/21/2017</p>

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Marsy's Law/Victim's Rights	Staff suggestion based on recent CI-116 and legislation		0.05 FTE ° Receive copy and short summary of Marsy's Law and 2017 legislation ° Panel discussion(s) or presentations from affected stakeholders (DOJ, local law enforcement, victims and victims' advocates, etc) Deliverables: ° Legislation	0.025 FTE ° Receive copy and short summary of Marsy's Law, 2017 legislation, and recent legal action	No Action	0.025 FTE Selected 9/21/2017
Updates on: ° the Prison Rape Elimination Act (PREA) compliance; °SJ 3 study of tribal resources for tribal members in the criminal justice system; and ° agency budgets	LJIC members discussion on September 21, 2017		0.1 FTE ° Receive updates from agencies at LJIC meetings as needed ° Written staff summary of PREA and recent MT actions to comply ° Written staff summaries of budget matters and SJ 3 as needed and requested Deliverables: ° Staff summaries ° Legislation			0.1 FTE Selected 9/21/2017
Total Resources Available						1.0 FTE (0.27 FTE after the total of the green selections are subtracted)

FTE Available to LJIC

- .005 FTE = 10 hours = 1.3 days
- .05 FTE = 104 hours = 13 days
- .10 FTE = 208 hours = 24 days
- .25 FTE = 519 hours = 65 days
- .50 FTE = 1038 hours = 130 days
- .75 FTE = 1,557 hours = 195 days
- 1 FTE = 2,076 hours = 260 days

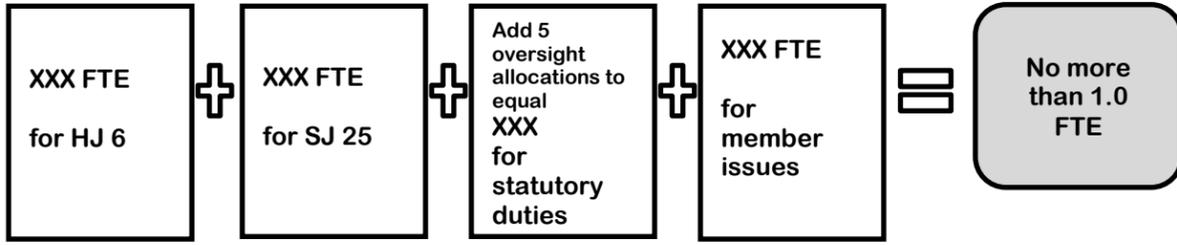
*Calculation used to arrive at the FTE availability number: The total number of work hours in an interim is 2800. Holidays, known vacation, conference, and meeting hours are subtracted from that total, along with hours for other duties and an estimate of sick time that might be used. In this case, one FTE totals 2,076 hours.

Individual members of the committee may seek additional information on issues that fall under the jurisdiction of the LJIC.

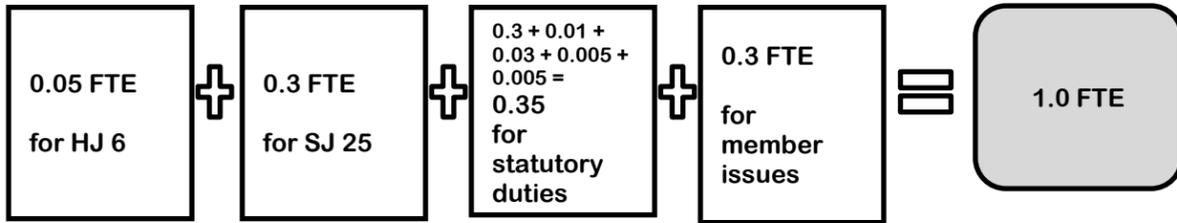
Under rules adopted by the Legislative Council, a staff member may provide up to 16 hours of research for a request that is not included in a committee's work plan unless the presiding officer of the interim committee approves additional research time.

Example resource allocation

Using the resource allocation equation:



An example allocation could be:



Templates for your calculations

